



AGENDA  
VILLAGE BOARD MEETING  
RICHFIELD VILLAGE HALL  
4128 HUBERTUS ROAD, HUBERTUS WISCONSIN  
January 23, 2020  
7:00 P.M.

1. Call to Order/ Roll Call
2. Verification of Compliance with Open Meeting Law
3. Pledge of Allegiance
4. PRESENTATION: Eric Hyde, Washington County Parks and Trail Manager – Glacier Hills Park recreational development
5. PUBLIC COMMENTS (Public comments are an opportunity for citizens to voice concerns to the Board regarding reports and discussion/action items on the agenda, only. Public comments are not a public hearing and are typically a one-way conversation from a citizen to the Board. Individual comments shall not exceed 3 minutes, with a total time limit of approximately 20 minutes. Unless part of a Public Hearing, handouts will not be accepted by the Village. Comments beyond 20 minutes will be moved to the end of the meeting at the discretion of the President.)
6. CONSENT AGENDA
  - a. Vouchers for Payment
  - b. Treasurer's Report
  - c. Meeting Minutes
    - i. October 17, 2019 – Regular Meeting
    - ii. December 19, 2019 – Regular Meeting
  - d. Applications for New Operator's Licenses
  - e. Resolution R2020-01-01, A Resolution Honoring the Public Service of Mr. Dick Becker
  - f. Utilization of Fire Impact Fees for over-payment of BCPL Loan for the construction of Fire Station No. 2
  - g. Reliable Door and Docks, Inc. quote for repairs to DPW Building
7. DISCUSSION/ACTION ITEMS
  - a. Discussion/Action regarding a request for "camping cabin campground permit" or ordinance amendment from Washington County Planning and Parks Department for Glacier Hills Park – *Eric Hyde, Parks and Trails Manager for Washington County Planning and Parks Department*
  - b. Discussion/Action regarding a contract for services with Shawn's Deer Pick-up for the disposal of car-kill deer
8. PUBLIC COMMENTS (...Continued)
9. ADJOURNMENT

Additional explanation of items on the agenda (Communication Forms) can be found on the village's website at [www.richfieldwi.gov](http://www.richfieldwi.gov). Notification of this meeting has been posted in accordance with the Open Meeting Laws of the State of Wisconsin. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Village Clerk's office at 628-2260 or [www.richfieldwi.gov](http://www.richfieldwi.gov) with as much advanced notice as possible.



# VILLAGE OF RICHFIELD

## VILLAGE BOARD COMMUNICATION FORM

MEETING DATE: January 23, 2020

SUBJECT: Consent Agenda

DATE SUBMITTED: January 16, 2020

SUBMITTED BY: Donna Cox, Deputy Clerk

*POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO APPROVE THE ATTACHED CONSENT AGENDA?*

### *ISSUE SUMMARY:*

Included for your review are the Vouchers for Payment, Treasurer's Report, Minutes of the October 18, 2019 Regular Meeting, Village Board meeting of December 19, 2019 Regular Meeting, New Operator's License Applications, Resolution R2020-01-01, A Resolution Honoring the Public Service of Dick Becker, the utilization of Fire Impact Fees for over-payment to the Board of Commissioner of Public Lands for the loan to construct Fire Station No. 2.

In early January the Village received word from Mr. Dick Becker that he would be stepping down from the Park Commission.

Given the fact that we moved the date of our February Village Board meeting to the 27<sup>th</sup>, the Village would not be able to give the BCPL a 30-day notice of our intent to pay above our required payment amount of \$73,711.59 if we waited until next month as we've done in the past. At the time of this correspondence, the Village is waiting to see if the Richfield Volunteer Fire Company will be contributing anything above the \$73,711.59, they pay to the Village annually to cover the cost of the loan. The amount from the Fire Impact Fees to contribute is \$49,555.65 plus an additional \$2,000 the Village received from an anonymous donation.

Lastly, several malfunctions to Village DPW garage doors occurred in December. Quotes were solicited from multiple vendors, and two (2) vendors responded to the request for estimates to repair the doors. It is the recommendation of DPW Supervisor Thicke the Village contract with Reliable Door and Dock, Inc. to perform the work needed for \$1,950.

### *FISCAL IMPACT:*

REVIEWED BY: Donna Cox  
Village Deputy Treasurer

Initial Project Costs:

Future Ongoing Costs:

Physical Impact (on people/space):

Residual or Support/Overhead/Fringe Costs:


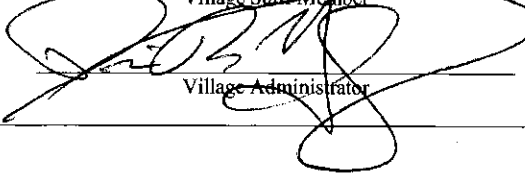
### *ATTACHMENTS:*

1. Vouchers for Payment
2. Treasurer's Report
3. Meeting Minutes:
  - i. October 18, 2019 Regular Meeting
  - ii. December 19, 2019 Regular Meeting
4. Applications for New Operator's Licenses (Per attached list)
5. Resolution R2020-01-01, A Resolution Honoring the Public Service of Dick Becker
6. Letter dated January 17, 2020 from Tom German, Executive Secretary
7. Board of Commissioners of Public Lands – Annual Trust Fund Loan Payment (Invoice)
8. Reliable Door and Dock, Inc. quote for repairs dated December 12, 2019

*STAFF RECOMMENDATION:*

Motion to approve the Vouchers for Payment, Treasurer's Report, Minutes of the October 18, 2019 Regular Meeting, December 19, 2019 Regular Meeting, Applications for New Operator's Licenses per the attached list, Resolution R2020-01-01, A Resolution Honoring the Public Service of Dick Becker, authorize Village Staff to utilize the funds accrued from the collection of Fire Impact Fees (\$49,555.65) to be applied as an overpayment against the principal of Loan No. 0217002.01 along with the collected anonymous donation of \$2,000, and to authorize DPW Supervisor Thicke to contract with Reliable Door and Doc, Inc. for \$1,950 for the repairs to municipal garage doors.

APPROVED FOR SUBMITTAL BY:

  
Village Staff Member  
  
Village Administrator

VILLAGE CLERK USE ONLY  
BOARD ACTION TAKEN

Resolution No. \_\_\_\_\_  
Ordinance No. \_\_\_\_\_  
Approved \_\_\_\_\_  
Other \_\_\_\_\_

Continued To: \_\_\_\_\_  
Referred To: \_\_\_\_\_  
Denied \_\_\_\_\_  
File No. \_\_\_\_\_

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VILLAGE OF RICHFIELD  
VOUCHERS FOR PAYMENT  
JANUARY 2020

**BATCH #1**				
REFNO	DATE	NAME	AMOUNT	DESCRIPTION
ACH		12/24/19	VILLAGE OF RICHFIELD	10,237.04 SUPPLEMENTAL PR
ACH		12/26/19	ELECTRONIC FEDERAL TAX PMT	3,442.30 FED TAX DEP- SUPPLEMENTAL PR
ACH		12/26/19	WI DEPT OF REVENUE	1,308.38 STATE WITHHOLDING TAX- PE 12/15/19
15756	P21750618	12/30/19	BATTERIES PLUS LLC	61.85 12V LEAD BATTERIES
15757		12/30/19	CINTAS CORPORATION LOC	429.21 DPW UNIFORM SERVICE
15758		12/30/19	EQUAL RIGHTS DIVISION	7.50 NOVEMBER WORK PERMITS
15759		12/30/19	LAKESIDE INTERNATIONAL TRUCKS	109.30 DPW SHOP STOCK- TRUCK WIPER BLADES & ELC COOLANT / CORE RETURN
15760		12/30/19	NORTH SHORE BANK LEASING LLC	750.94 VEHICLE LEASES- BUILDING INSPECTORS
15761	430090325	12/30/19	POMPS TIRE SERVICE INC	251.92 TRUCK #1- FRONT TIRES
15764		12/30/19	PORT A JOHN	330.00 HANDICAP RESTROOMS- BARK LAKE & LITTLE FRIESS LAKE BOAT LAUNCH AND NATURE
15765	6447 / 6448	12/30/19	WASHINGTON COUNTY TREASURER	9,693.74 PIONEER RD & LINE PAINTING- LABOR, EQUIPMENT & SUPPLIES
15766	6428240-2275-9	12/30/19	WASTE MANAGEMENT OF MILW	220.20 SERVICE PERIOD: 12/01/19 - 12/31/19
15767		12/30/19	WE ENERGIES	2,473.61 SERVICE FOR 11/08/19 TO 12/16/19
15768	0000-039-083	12/30/19	WE ENERGIES	930.90 SERVICE FOR 10/17/19 TO 12/17/19
15769		12/30/19	WI DEPT OF JUSTICE	189.00 NOVEMBER BACKGROUND CHECKS
15770		12/30/19	RICHFIELD VOL FIRE DEPT CO	44,966.24 JANUARY CONTRACT AGREEMENT
15771	101862	12/30/19	CEDAR CORPORATION	2,711.12 GENERAL ENGINEERING SERVICES THROUGH 11-16-19
15772	29-129	12/30/19	CIVI TEK CONSULTING	560.00 NOVEMBER CONSULTING SERVICES
15773	31822	12/30/19	LEAGUE OF WI MUNICIPALITIES	5,317.65 MEMBERSHIP RENEWAL- 01/01/2020 THROUGH 12/31/2020
15774	12929	12/30/19	MUNICIPAL LAW & LITIGATION	7,772.70 NOVEMBER & DECEMBER ATTORNEY FEES
15775	45356	12/30/19	ONTECH SYSTEMS INC	370.44 TECHNICIAN SERVICES- REMOTE & ONSITE
15776	2-19021	12/30/19	POMPS TIRE SERVICE INC	536.44 TRUCK #25- FRONT & REAR TIRES
15777		12/30/19	QUILL CORPORATION	530.77 OFFICE SUPPLIES, OFFICE CHAIRS AND W-2/1099-MISC FORMS
15778	307087	12/30/19	VON BRIESEN & ROPER SC	82.50 NOVEMBER ATTORNEY FEES
15779	13682	12/30/19	WASHINGTON CTY SHERIFFS OFFICE	27,154.23 NOVEMBER CONTRACT SERVICES
15780	396-000015391	12/30/19	WI DEPT OF TRANSPORTATION	130.15 PERMIT- WI 167 & RICHFIELD PW
15781		12/30/19	EH WOLF & SONS INC	5,329.13 DECEMBER FUEL- GAS & DIESEL
15784		12/30/19	NEUS BUILDING CENTER INC	140.47 DECEMBER PURCHASES- DPW SHOP STOCK & SUPPLIES
15785	510810-11-19	12/30/19	PREMIUM WATERS INC	45.99 DECEMBER BOTTLED WATER SERVICE
15786	28	12/30/19	TWO BROTHERS AND A MOP	480.00 DECEMBER CLEANING SERVICES- VILLAGE HALL & DPW
15787	668	12/30/19	TERRACE 167	208.50 SOFA PACKAGE & GRATUITY- CHRISTMAS PARTY
15788		12/30/19	FALLS AUTO PARTS & SUPPLIES	264.78 NOVEMBER PURCHASES- DPW SHOP STOCK & TRUCK #3- FUEL FILTER
ACH		12/27/19	CAPITAL ONE	1,376.92 CREDIT CARD PURCHASES: NOV 06, 2019 - DEC 05, 2019
			TOTAL BATCH #1	128,413.92 Checks written end of December
**BATCH #2**				
REFNO	DATE	NAME	AMOUNT	DESCRIPTION
ACH		1/2/20	VILLAGE OF RICHFIELD	19,103.74 BIWEEKLY PR #1
ACH		1/3/20	ELECTRONIC FEDERAL TAX PMT	6,480.74 FED TAX DEP- BIWEEKLY PR #1
ACH		1/3/20	WISCONSIN DEFERRED COMP	760.00 PLAN 457- BIWEEKLY PR #1
ACH		1/3/20	VILLAGE OF RICHFIELD	2,088.38 MONTHLY PAYROLL #1
ACH		1/5/20	ELECTRONIC FEDERAL TAX PMT	514.88 FICA TAX- MONTHLY PAYROLL #1
ACH		1/10/20	WISCONSIN RETIREMENT	8,650.91 DECEMBER CONTRIBUTIONS
ACH		1/9/20	VILLAGE OF RICHFIELD	443.24 QUARTERLY PAYROLL #1
15789-15795		1/10/20	COTE,LALK,LECH,MIKO,ROB,STU,WEY	304.73 QUARTERLY PAYROLL #1
ACH		1/10/20	ELECTRONIC FEDERAL TAX PMT	124.06 FICA TAX- QUARTERLY PAYROLL #1
15796	66427	1/8/20	A & J VANS INC	146.00 STEERING KNOB- GREG DARGA
15797	AR102200	1/8/20	OFFICE COPYING EQUIPMENT LTO	471.68 SHARP COPIER LEASE- 11/12/2019 TO 12/11/2019
15798	120619-1	1/8/20	PRIME MINISTER CATERING	1,803.60 CATERING- CHRISTMAS PARTY DINNER
15799	57871-2286-9	1/8/20	WASTE MANAGEMENT OF MILW	917.97 SERVICE PERIOD: 12/01/19 - 12/15/19
ACH		1/8/20	WI DEPT OF REVENUE	1,983.57 STATE WITHHOLDING TAX- PE 12/31/19
ACH	0339000202002	1/13/20	STATE OF WI E-PAYMENT SERVICES	18,167.90 FEBRUARY HEALTH INSURANCE PREMIUM
ACH		1/14/20	VILLAGE OF RICHFIELD	20,861.84 BIWEEKLY PR #2
ACH		1/15/20	ELECTRONIC FEDERAL TAX PMT	7,122.03 FED TAX DEP- BIWEEKLY PR #2
ACH		1/15/20	WISCONSIN DEFERRED COMP	760.00 PLAN 457- BIWEEKLY PR #2
15989		1/15/20	CINTAS CORPORATION LOC	286.14 DPW UNIFORM SERVICE
15990	0041311010120	1/15/20	CHARTER COMMUNICATIONS	168.21 SERVICE FROM 01/01/20 THROUGH 01/31/20
15991	001-1402929	1/15/20	FORCE AMERICA DISTRIBUTING LLC	51.02 TRUCK #1- HWY CONTROL CABLE
15992	71414	1/15/20	LANGE ENTERPRISES	57.48 ROAD NAME SIGN
15993	75195	1/15/20	MENARDS	42.85 DPW SHOP SUPPLIES
15994	204622	1/15/20	MID-STATE EQUIPMENT	2,700.00 RENTAL- BOOM MOWER
15995		1/15/20	PORT A JOHN	410.00 HANDICAP RESTROOMS- BARK LAKE, HERITAGE & HISTORICAL PARK
15996		1/15/20	ROAD EQUIPMENT PARTS CENTER	59.50 DPW STOCK- TRUCK BRAKE DUST SHIELDS / CORE RETURN
15997		1/15/20	WE ENERGIES	2,063.34 SERVICE FOR 11/26/19 TO 12/27/19
15998	146188	1/15/20	ASSOCIATED APPRAISAL	3,750.00 JANUARY PROFESSIONAL SERVICES
15999	159548	1/15/20	BANYON DATA SYSTEMS INC	2,270.00 ANNUAL SUPPORT FEES- PAYROLL, POS, PAY DIR DEPOSIT AND FUND SUPPORT
16000	102022	1/15/20	CEDAR CORPORATION	768.02 ENGINEERING SERVICES PROVIDED THROUGH 12-14-2019
16001	1540391219	1/15/20	CONLEY MEDIA LLC	41.75 NOVEMBER & DECEMBER LEGAL NOTICES
16002		1/15/20	ELASEW	15.00 MEMBERSHIP 2020- JOEL JASTER
16003	46206	1/15/20	HOUSEMAN & FEIND LLP	640.00 DECEMBER TRAFFIC MATTERS
16004	74555	1/15/20	MENARDS	11.24 TOILET PARTS- VILLAGE HALL
16005	45583	1/15/20	ONTECH SYSTEMS INC	59.50 DECEMBER WEBROOT AGREEMENT
16007		1/15/20	R & R INSURANCE SERVICES INC	50,399.00 POLICY RENEWAL 12/31/2019 - 12/31/2020
16008		1/15/20	UBS FINANCIAL SERVICES	11,774.00 RICHFIELD VOL FIRE DEPT CO- SAP 2019
16009		1/15/20	PENFLEX INC	1,000.00 RICHFIELD VOL FIRE DEPT CO- SAP 2019
16010		1/15/20	PLUMBING INSPECTORS ASSOC	100.00 PLUMBING CONTINUING EDUCATION- JOEL JASTER & GREG DARGA
			TOTAL BATCH #2	167,372.32 Checks written January

VILLAGE OF RICHFIELD  
VOUCHERS FOR PAYMENT  
JANUARY 2020

**BATCH #4					
15800	1/9/20	WASHINGTON COUNTY TREASURER	2,686,761.48	JANUARY TAX SETTLEMENT	
15801	1/9/20	HARTFORD UNION HIGH SCHOOL	1,800,593.51	JANUARY TAX SETTLEMENT	
15802	1/9/20	HOLY HILL AREA SCHOOL DISTRICT	2,670,386.77	JANUARY TAX SETTLEMENT	
15803	1/9/20	SLINGER SCHOOL DISTRICT	434,090.24	JANUARY TAX SETTLEMENT	
15804	1/9/20	GERMANTOWN SCHOOL DISTRICT	3,916,201.74	JANUARY TAX SETTLEMENT	
15805	1/9/20	MILWAUKEE AREA TECH COLLEGE	482,414.56	JANUARY TAX SETTLEMENT	
15806	1/9/20	MORaine PARK TECHNICAL COLLEGE	411,654.07	JANUARY TAX SETTLEMENT	
		TOTAL BATCH #4	12,402,302.37	Checks Written January	
15807	1/9/20	TAX REFUNDS TO TAX PAYERS	18,925.58	TAX REFUNDS 2019	
15892-15988	1/14/20	TAX REFUNDS TO TAX PAYERS	23,415.01	TAX REFUNDS 2019	
		TOTAL BATCH(S) TAX REFUNDS	42,340.59	Checks written January	

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**VILLAGE OF RICHFIELD**  
**Treasurer's Report for December 31, 2019**

**BANK ACCOUNT BALANCES**

	Interest Rate	Beginning Balance December 1, 2019	Interest Earned	Ending Balance December 31, 2019
Landmark Checking Account	0.25%	\$ 762,907.08	\$ 428.46	\$ 1,019,075.82
LGIP General Fund	1.63%	\$ 2,458,608.50	\$ 5,242.71	\$ 11,485,167.21
LGIP Fire Impact Fees	1.63%	\$ 93,632.21	\$ 129.80	\$ 93,762.01
LGIP Park Impact Fees	1.63%	\$ 65,783.70	\$ 91.19	\$ 65,874.89
LGIP Tax Account	-	\$ -		
FNB Entrepreneur Plus Account	0.05%	\$ 127,911.29	\$ 5.61	\$ 127,916.90
FNB Comm Choice MMDA Account	0.30%	\$ 259,848.95	\$ 68.34	\$ 259,917.29
Westbury Bank MM Account	0.60%	\$ 257,702.43	\$ 135.56	\$ 257,837.99

**CERTIFICATES OF DEPOSIT**

	Purchase Date	Expiration Date	Interest Rates	Amount
Westbury Bank- 18 Month	April 24, 2018	April 24, 2021	1.74%	\$ 268,850.68
Westbury Bank- 9 Month	September 13, 2019	June 13, 2020	2.09%	\$ 265,415.48

**\*\* All CD's are fully FDIC insured\*\***

**LETTERS OF CREDIT/PERFORMANCE BONDS/DEVELOPER GUARANTEES**

	Purchase Date	Expiration Date	Amount
US Bank National Association (Kwik Trip Inc)	January 4, 2019	January 4, 2020	\$ 1,353,000.00
Horicon Bank (Steven Schmidt- Whitetail Run Road Ext)	January 17, 2019	January 17, 2020	\$ 33,600.00
First National Bank (Monches Investments LLC- Escrow of Funds)	July 2, 2019		\$ 208,654.71

excel/mydocuments/treasurersreport.xls



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**1. Call to Order/ Roll Call**

The meeting was called to order by Village President John Jeffords at 7:01 PM. A quorum of the Village Board was present. Present: Village Board of Trustees; Bill Collins, Dan Neu, Tom Wolff and Rock Brandner.

Also present: Village Administrator Jim Healy and Deputy Clerk Donna Cox

**2. Verification of Compliance with Open Meeting Law**

Village Administrator Healy verified that the meeting was posted per statute at three local post offices and the Village Hall. Digital copies of the agenda were sent to the West Bend Daily News, Germantown Express News, Hartford Times Press, and the Milwaukee Journal Sentinel.

**3. Pledge of Allegiance**

**4. PRESENTATION: 2019 PASER Update – Mitchell Leisses, Kunkel Engineering Group**

Mr. Leisses provided a 2019 Paser Update. A synopsis of that report is as follows: Most recent PASER score is close to a 6.6. Mr. Leisses stated that for the most part, the rating score since the referendum has passed, has modestly risen. The rating system is score based 1-10, with 1 being the worse and 10 the best. Mr. Leisses confirmed that the Village is making headway from previous years and but still has much to accomplish to get the number as close to a “7” as possible.

**5. PUBLIC COMMENTS: No Comments**

**6. CONSENT AGENDA**

- a. Vouchers for Payment
- b. Treasurer’s Report
- c. Meeting Minutes
  - i. September 19, 2019 – Regular Meeting
- d. Applications for New Operator’s Licenses
- e. Application for New Alcohol Beverage Combination “Class A” Retail License for petitioner → Kwik Trip, Inc. (dba, Kwik Trip) located at 2900 State Road 167
- f. Appointment of Agent Authorization Form for petitioner → Kwik Trip, Inc. (dba, Kwik Trip)
- g. Application for Cigarette & Tobacco Products Retail License for petitioner → Kwik Trip, Inc. (dba, Kwik Trip)
- h. Letter of Credit Reduction – Monches Investments
- i. Resolution R2019-10-01, A Resolution Honoring the Public Service of Justin Perrault
- j. Town of Lisbon – Request for Cooperative Agreement

Motion by Trustee Wolff to approve the Vouchers for Payment, Treasurer’s Report, Minutes of the September 19, 2019 Regular Meeting, Applications for New Operator’s Licenses per the attached list, Application for New Alcohol Beverage Combination “Class A” Retail License per the attached list, Appointment of Shannon Broecker as Agent for Kwik Trip, located at 2900 State Road 167, Application for New Cigarette & Tobacco Products Retail License per the attached list, Reduction of a held Letter of Credit for Highland Ridge Subdivision per the letter dated October 9, 2019 from Cedar Corporation, Resolution R2019-10-01, A Resolution Honoring the Public Service of Justin Perrault and to authorize the Village Administrator to author

a letter respectfully declining the invitation to enter into a Cooperative Agreement with the Town of Lisbon; Seconded by Trustee Neu; Motion carried without objection.

## **7. DISCUSSION/ACTION**

- a. Discussion/Action regarding a proposed redivision of Lot 2 of CSM 6868, a 28.07-ac parcel identified by Tax Key: V10\_008800M – *Steven Schmidt, petitioner***

Motion by Trustee Wolff to Table agenda item 7a until the next Village Board meeting being held on November 21, 2019 at 7:PM; Seconded by Trustee Neu; Motion carried without objection.

- b. Discussion/Action regarding the execution of a contractual agreement with Poblocki Paving Corp for specified road repairs on Lakeview Avenue on Friess Lake**

Administrator Healy provided the following information:

The proposal for Board's consideration were several proposals for base patching areas along Lakeview Avenue on the southside of Friess Lake. The Village has received proposals from Poblocki Paving Corp and All Pro Asphalt. It is the recommendation of Public Works Supervisor Thicke that we accept the proposal from Poblocki which will "mill off" the areas in question and replace with 2" of asphalt. The cost of this pavement remedy is \$18,883.

Trustee Collins inquired as to whether or not Friess Lake Advanced Association (FLAA) is aware this is a 3-5 year fix and not a complete reconstruction.

Administrator Healy stated that this has been communicated to the FLAA.

Village President Jeffords requested that prior to signing the agreement that Staff reach out to Al Wolf, owner of Wolf and Associates, to gauge his interest in the proposal.

Staff acknowledged they would fulfill that request.

Motion by Trustee Brandner to direct the Deputy Clerk to publish the prepared Class I Notice in the Daily News and also authorize the Village's Public Works Supervisor to execute an agreement with Poblocki Paving Corp to repair areas specified in their proposal in the amount of \$18,883, subject to the weather allowing for the improvements to be made; Seconded by Trustee Neu; Motion carried without objection.

- c. Discussion/Action regarding the execution of a Memorandum of Understanding with the Wisconsin Elections Commission for technology related to the 2020 General Election**

Administrator Healy provided the following information:

The purpose of this MOU is to set forth the requirements that counties, cities, villages and towns must meet in order to be eligible to receive an election security subgrant from WEC (Wisconsin Elections Commission) and the requirements for the use of the funds. The subgrant program is funded by an election security grant the Commission received from the federal government as a part of the Help America Vote Act. The purpose of the local election security subgrant is to help improve overall election security Statewide by providing counties, cities, villages, and towns across the State of Wisconsin with federal election security funds to implement baseline security measures based on specific needs of the jurisdiction.

Motion by Trustee Neu to authorize the Village Administrator to enter into a Memorandum of Understanding with the Wisconsin Elections Commission for Election Security Subgrant Program per the attached agreement; Seconded by Trustee Brandner; Motion carried without objection.

**d. Discussion/Action regarding the adoption of the 2020-2024 Capital Improvement Plan**

Administrator Healy provided the following information:

The adoption of the Village's CIP allows Village Staff to begin the budgeting process by inputting numerical figures endorsed by the Village Board that are above the specified threshold. Aside from the straight-line depreciation method for saving for Village vehicle fleet, these are the major capital expenditures the general public can expect to see included in the 2020 Budget.

**2020 Expenditures:**

Replacement of Village Computers - \$13,000  
Municipal Software Accounting Programs - \$15,000  
Elmwood Road (from STH 164 to Hillside Road) - \$386,850  
Elmwood Road (from Hillside Road to Scenic Road) - \$386,850  
Hubertus Road (from Hillside Road to Scenic Road) - \$514,900  
Hubertus Road (from Scenic Road to Mayfield Road) - \$289,800  
#10 2554 Plot Truck - \$180,239

Motion by Trustee Collins to approve the proposed 2020-2024 Capital Improvement Plan, as recommended by the Capital Improvement Plan Subcommittee; Seconded by Trustee Brandner; Motion carried without objection.

Village President Jeffords thanked members of the Committee that attended the meeting.

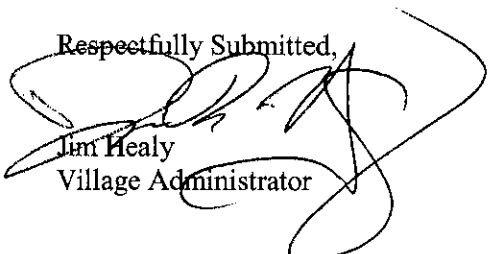
Administrator Healy thanked Staff for their talents and assistance with preparation of the 2020-2024 Capital Improvement Plan.

**8. PUBLIC COMMENTS –None**

**9. ADJOURNMENT**

Motion by Trustee Wolff to adjourn the meeting at 7:50 PM; Seconded by Trustee Neu; Motion carried without objection.

Respectfully Submitted,

  
Jim Healy  
Village Administrator

**1. Call to Order/ Roll Call**

The meeting was called to order by Village President John Jeffords at 7:00 PM. A quorum of the Village Board was present. Present: Village Board of Trustees; Bill Collins, Dan Neu, Tom Wolff and Rock Brandner.

Also present: Village Administrator Jim Healy and Deputy Clerk Donna Cox

**2. Verification of Compliance with Open Meeting Law**

Village Administrator Healy verified that the meeting was posted per statute at three local post offices and the Village Hall. Digital copies of the agenda were sent to the West Bend Daily News, Germantown Express News, Hartford Times Press, and the Milwaukee Journal Sentinel.

**3. Pledge of Allegiance**

**4. PRESENTATION: 2019 Village Assessor Report – Dean Peters, Associated Appraisals Consultants, Inc.**

A synopsis of the report is below:

In 2019, the Assessor performed maintenance assessment work, focusing primarily on sales, building permits (physical changes to properties), new parcels and business personal property assessments. In 2020, the Assessor will be conducting a market update revaluation of the entire Village with the goal of bringing all assessed values to 100% market value for the 2020 assessment cycle.

The assessed value for the Village of Richfield increased by approximately \$20.9 million in 2019, primarily due to new residential construction. The general level of assessment for the Village dropped from 95.2% to 89.9% from 2018 to 2019. The drop in the assessment level is caused by increases in sale prices and property values relative to existing assessed values. According to the Wisconsin Department of Revenue, the total value of all taxable property in the Village of Richfield has increased significantly from \$1.70 billion to \$1.83 billion, or about 7%, from 2018 to 2019.

**5. Public Hearing**

- a. **Resolution R2019-12-01**, A Resolution Approving a Mandate Waiver Regarding Wisconsin Act 243: Housing Report Requirements

Motion by Village Trustee Neu to open public hearing 5a; Seconded by Village Trustee Wolff; Motion carried without objection.

Sue Munger, 1950 CTY HWY CC – Ms. Munger is in support of getting a Waiver, as it takes time and being thorough is very important. Ms. Munger encourages seeking the Waiver and Richfield continuing to be the country way of life as its always been.

Motion by Village Trustee Neu to close the public hearing; Seconded by Village Trustee Brandner; Motion carried without objection.

## 6. PUBLIC COMMENTS:

Danah Zoulek, 609 Scenic Rd, Ms. Zoulek stated that she would caution the Board from entering into litigation until Attorney Macy's firm started winning. Ms. Zoulek asked that the Board leave Ms. Whitcomb alone and to stop wasting taxpayer dollars.

## 7. CONSENT AGENDA

- a. Vouchers for Payment
- b. Treasurer's Report
- c. Meeting Minutes
  - i. November 21, 2019 – Regular Meeting
  - ii. April 15, 2019 – Special Meeting
- d. Applications for New Operator's Licenses
- e. Contractual Agreement with Port-A-John
- f. Poll Worker Appointments and Re-Appointments
- g. 2020 Village Meeting Calendar

Trustee Dan Neu recused himself due to his wife serving as a poll worker.

Motion by Trustee Collins to approve items 7a – 7f to include the Vouchers for Payment, Treasurer's Report, Minutes of the November 21, 2019 Regular Meeting, April 15, 2019 Special meeting, Applications for New Operator's Licenses per the attached list, Contract with Port-A-John for metros in the Village's park system, and list of poll worker re-appointments and new appointments; Seconded by Trustee Wolff; Motion passed 4-0.

Motion by Trustee Collins to approve item 7g, 2020 Village Meeting Calendar with the following changes – to move the Village Board meeting scheduled to meet on January 16<sup>th</sup> at 7:00 PM to January 23<sup>rd</sup> at 7:00 PM, to move the Village Board meeting scheduled to meet on February 20<sup>th</sup> at 7:00 PM to February 27<sup>th</sup> at 7:00 PM and to move the regularly schedule Village Board meeting from July 16<sup>th</sup> at 7:00 PM to July 23<sup>rd</sup> at 7:00 PM; Seconded by Trustee Wolff; Motion carried without objection.

## 8. DISCUSSION/ACTION

- a. **Discussion/Action regarding Wisconsin Act 243: Housing Report Requirements and a related Resolution regarding the Village's request of a four-year waiver from the State – Resolution R2019-12-01**

Administrator Healy discussed the new mandate from the State of Wisconsin and outlined the reasons why Staff is requesting the Waiver from the State of Wisconsin.

Motion by Trustee Neu to approve Resolution R2019-12-01, a Resolution requesting a Waiver from the Department of Revenue (DOR) from Wisconsin Act 243: Housing Report Requirement and to direct Staff to submit Form PA-050 to the DOR along with the required documentation prior to December 31, 2019; Seconded by Trustee Brandner; Motion carried without objection.

## 9. PUBLIC COMMENTS – No additional comments

## 10. CLOSED SESSION

President John Jeffords read items 10a, b and c aloud.

Motion by Trustee Wolff to enter into Closed Session at 7:32 PM pursuant to Wisconsin State Statutes, Section 19.85(1)(g); Seconded by Trustee Neu; Motion carried unanimously by voice vote.

- a. Discussion /Action to enter into Closed Session under Wis. Stats. 19.85(1)(g) conferring with legal counsel for the governing body who is rendering oral or written advice concerning strategy to be adopted by the governing body with respect to litigation in which it is or is likely to become involved. - *Grace Investors II LLC & Tenant for property identified by Tax Key: V10\_130900E.*
- b. Discussion /Action to enter into Closed Session under Wis. Stats. 19.85(1)(g) conferring with legal counsel for the governing body who is rendering oral or written advice concerning strategy to be adopted by the governing body with respect to litigation in which it is or is likely to become involved. - *Echos Rental LLC for property identified by Tax Key: V10\_031400L Referenced by Case No. Village of Richfield v. C&P Rentals Limited, et al. Case No. 10 CX 2; Village of Richfield v. Carla M. Whitcomb Case No. 16 CX 2.*
- c. Discussion/Action to enter into Closed Session pursuant to Section 19.85(1)(c) of the Wis Stats., considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. - *Jim Healy, Village Administrator*

## 11. RECONVENE IN OPEN SESSION

Motion by Trustee Collins to Reconvene in Open Session; Seconded by Trustee Brandner; Motion carried unanimously by voice vote.

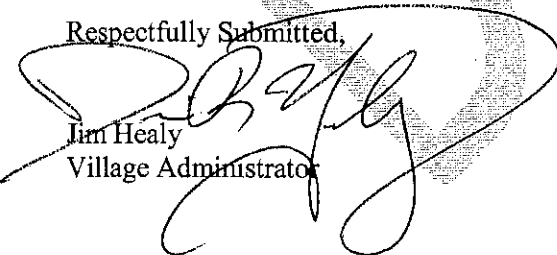
- a. **Discussion/Action regarding matters addressed in Closed Session outlined above.**

Motion by Trustee Wolff to authorize the payment of \$3,500 to Village Administrator Jim Healy in recognition of his performance in FY2019; Seconded by Trustee Collins; Motion passed without objection.

## 12. ADJOURNMENT

Motion by Trustee Wolff to adjourn the meeting at 9:00 PM; Seconded by Trustee Brandner; Motion carried without objection.

Respectfully Submitted,

  
Jim Healy  
Village Administrator

6 d



# 2019-2020

## “NEW”

### OPERATOR’S

### LICENSE

# APPLICATIONS

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- See Attached List

## 2019-20 "NEW" OPERATOR'S LICENSE APPLICATIONS

**Meeting Date:** January 23, 2020

**Submitted by:** Deputy Clerk, Cox

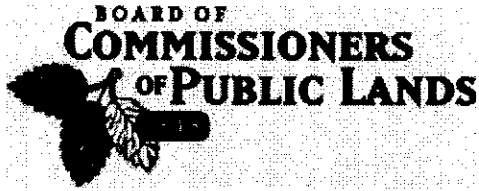
	FIRST NAME	LAST NAME	ESTABLISHMENT	COURSE OR LICENSE
1	Jacob	Amidon	BILDA'S FRIESS LAKE PUB	COURSE
2	Johnathan	Baltz	LAKE FIVE MOBIL GAS STATION	LICENSE
3	William	Bartaszewicz	WICKED ARCHERY	LICENSE
4	Jacqueline	Broeckel	FAT CHARLIES	LICENSE
5	Jon	Ferus	AMERICAN LEGION POST	COURSE
6	Gary	Kuzdas	DANIEL BOONE CONSERVATION	LICENSE

**\* TO VIEW THE COMPLETE APPLICATIONS AND ASSOCIATED FORMS, PLEASE SEE DONNA COX**

6e

forthcoming

6 f



*Managing Wisconsin's trust assets for public education.*

## Annual Trust Fund Loan Payment

**Invoice No:** 0000018034

*Customer No:* 8562371

VILLAGE OF RICHFIELD  
MR. JIM HEALY  
CLERK  
4128 HUBERTUS ROAD  
HUBERTUS, WI 53033

### ***Pay Invoice To:***

Board of Commissioners of Public Lands  
Trust Fund Loan Program  
PO Box 78569  
Milwaukee, WI 53293-0569

<b>Loan #</b>	<b>Principal Amount</b>	<b>Interest Amount</b>	<b>Amount Due</b>	<b>Balance Remaining *</b>
02009052.01 Finance roadway improvement project	1,744.33	258.36	2,002.69	3,679.95
02017002.01 Construct municipal building	48,939.63	24,771.96	73,711.59	656,896.84
<b>Subtotal:</b>	<b>50,683.96</b>	<b>25,030.32</b>	<b>75,714.28</b>	<b>660,576.79</b>

**Total Amount Due March 15, 2020**

**\$75,714.28**

\* This is the balance remaining after the March 15th payment.

A copy of the invoice is being sent via US Mail and to the following email address(es):

Jim Healy                      administrator@richfieldwi.gov                      Main Contact

**Invoice also  
sent via Email.**

January 17, 2020

Dear BCPL Customer:

Last October, BCPL provided a certification of amounts due on March 15, 2020 for your outstanding Trust Fund loans. Enclosed you will find an invoice that lists each Trust Fund loan. All payments must be received on or before March 15, 2020.

The attached invoice shows the principal and interest amounts that will be posted if the payment is made on or before March 15<sup>th</sup>. Payments made after March 15<sup>th</sup> will accrue interest until the date paid. Payments received after March 30 will incur a late payment penalty charge of 1% per month (Wis. Stats. 24.70 (4)) plus accrued interest.

The following are the options for making payment:

1. By issuing a check made payable to the "Board of Commissioners of Public Lands" and mailing it in the enclosed envelope. The mailing address is: BCPL State Trust Fund Loan Program, PO Box 78569, Milwaukee, WI 53293-0569. Please mail your payment early to avoid additional interest or late penalty charges.

2. By wire transfer to:

US Bank  
777 East Wisconsin Avenue  
Milwaukee, WI 53202

ABA 0750 0002 2  
State of Wisconsin – BCPL  
Trust Fund Loan Program  
Account #258920 115

3. By transfer from Local Government Investment Pool account. Enter the transaction on the LGIP website as a withdrawal, select state payment and select "S1 Trust Fund Loan" from the drop down box, or eFax (608) 223-6578, or email the transaction request to the LGIP mailbox at [lgip@wisconsin.gov](mailto:lgip@wisconsin.gov).

4. By ACH to:

ABA 0750 0002 2  
Account #258920 115  
Customer Name, Invoice #, BCPL State Trust Fund Loan Program

If you have any questions, please contact Denise Nechvatal at [BCPL.accountant@wi.gov](mailto:BCPL.accountant@wi.gov) or 608-266-3788.

Sincerely,



Tom German  
Executive Secretary

6 g

# RELIABLE DOOR™

## AND DOCK, INC.

N173 W21130 Northwest Passage Way  
Jackson, WI 53037

4745 W. 136th Street  
Crestwood, IL 60418

Estimate Number: Q317073  
Reference: Door Replacement  
Date: 12/12/2019  
Account No: 814099  
Terms: Net 15 Days  
Customer PO:  
Sales Rep: Kurt Diedrich

KDiedrich@Rdoor.com

**Billing Address**  
Richfield DPW  
4128 Hubertus Rd  
Hubertus, WI 53033-9719

**Service Address**  
Richfield DPW  
4128 Hubertus Rd  
Hubertus, WI 53033-9719  
Brett Thicke  
262-628-2260  
dpw@richfieldwi.gov

### REQUEST

QKD170 - Richfield DPW - Door Panel Replacement

Qty	Description	Price	Extended
1.00	Sectional Door Template Clopay Overhead Doors - Replacement Sections - Intermediate & Bottom Section - (2) 18'2"x2'0" Sections - Standard White - Non-Insulated - Solid (No Windows)		
1.00	Trolley Operator for Other Door		
1.00	Price Includes Installation, Materials, Tax and Freight		\$1,950.00

#### RDD INSTALLATION INCLUDES:

- o Complete Mechanical Installation
- o Install During Normal Business Hours (M-F 7:00 am to 4:00pm)
- o Removal of Existing Equipment
- o Equipment Start-Up, Testing and Training

#### NOT INCLUDED (CUSTOMER RESPONSIBLE FOR):

- o Offloading & Staging Onsite (Product to ship directly to customer)
- o Lift Equipment (Fork Truck/Scissor Lift) with Required Height of 11'
- o Onsite Dumpster for Disposal
- o Additional costs related to safety training and/or additional customer required safety procedures outside of RDD's standard safety policies

#### Any and All Electrical Including:

- o Low Voltage & Safety Device Connections
- o High Voltage Connections
- o Electrical conduit
- o Customer to supply electrical disconnect within 3 feet of operator

#### RDD ELECTRICAL ACKNOWLEDGEMENT (Only if Electrical is Included by RDD):

- o All main power and disconnects are to be provided by others. The main power is

12/12/2019

3:32:37PM

Remit to: PO Box 278, Jackson, WI 53037



**REQUEST**

QKD170 - Richfield DPW - Door Panel Replacement  
Reliable Door And Dock, Inc.

Quote: Q317073

Qty	Description	Price	Extended
-----	-------------	-------	----------

to be pulled and terminated into the new equipment control box or fused disconnect located within 3 feet of door opening by others.  
o RDD will complete remaining field wiring and terminate all connections in the new equipment control box or J-box to the new equipment and all activators, limit switches etc.  
o Conduit provided will be EMT type and/or flex. No rigid type conduit, explosion proof or special NEMA rated connections will be provided by RDD unless specifically called out in this proposal. Low voltage wiring will not be run in conduit.

Customer Scope of Work Acceptance: \_\_\_\_\_

Date: \_\_\_\_\_

**Total: \$1,950.00**

\_\_\_\_\_  
Authorized By:

\_\_\_\_\_  
Print Name

12/12/2019

3:32:37PM

Remit to: PO Box 278, Jackson, WI 53037

## Addendum

*\*Reliable Door and Dock Reserves the Right to Revise this Estimate for Any Unforeseen Labor and/or Material Costs Prior to Installation*

### Addendum:

- o Equipment, freight, tax and mechanical installation included (no installation included if quoted as "parts only").
- o Any and all building permits, if necessary, by others.
- o Need space requirements on specification sheet for installation. Any obstructions to be removed by owner, unless purchased as an option. Any & all wall/structural work by owner unless called out in scope of work.
- o Ready access must be made available.
- o Door and area to be clear of traffic during installation.
- o Price is valid for 60 days from date of estimate.
- o All contracts subject to Reliable Door & Dock, Inc.'s contract specific addendum.

Note: If installation is listed in this proposal, the equipment is considered real property improvement; therefore, is not taxable to you, as the customer. RDD is responsible for remitting any taxes to the state. If installation is not included in this proposal, RDD will be adding sales tax to the invoice unless a valid exemption certificate is provided.

**\*Terms & Conditions: 50% Down at The Time of Sales and 50% Due Net 30 Days at The Time of Invoice**



**THANK YOU FOR YOUR BUSINESS!**

## Reliable Door and Dock Warranty

Reliable Door and Dock, Inc. ("RDD") warrants that RDD labor shall be free from defects in workmanship for the warranty period of: (a) sixty (60) days for trouble-shooting, repair, part or component replacement, or other general service work ("Service Work"); or (b) twelve (12) months for installation of new equipment ("Installation Work"). The warranty period begins on the date the labor was performed for Service Work or the date that installation was completed by RDD for Installation Work.

RDD does not independently warrant the materials or equipment we install for either Service Work or Installation Work. Instead, RDD passes the original equipment manufacturer ("OEM") warranty for all materials and equipment installed, to the extent permitted. RDD will facilitate warranty claims to the OEM, but ultimately it is up to the OEM to honor their warranty.

RDD's sole obligation under this warranty is to repair or replace, at RDD's sole discretion, any work which is defective. No such repair or replacement will extend the applicable warranty period. No claims under this warranty shall be valid unless RDD is notified in writing of the defect within a reasonable time following its discovery, but in no event later than the expiration of the applicable warranty period. When a warranty claim arises, customer must contact RDD to arrange for repair.

This warranty does not cover ordinary wear and tear, vandalism, abuse, misuse, overloading, altered equipment, equipment or parts which have not been properly operated or maintained or which have been improperly serviced or adjusted by others, or damages caused by failure to follow the maintenance or operation procedures outlined in the applicable owner's manual or in technical information issued by the original equipment manufacturer.

The remedy of repair or replacement provided for herein is the sole and exclusive remedy for breach of the above limited warranty. If such remedy fails its essential purpose, RDD's liability shall be limited to a refund of the purchase price paid by the customer for the subject labor.

THE ABOVE LIMITED WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, AND THERE ARE NO WARRANTIES WHICH EXTEND BEYOND THE FACE HEREOF, INCLUDING WITHOUT LIMITATION ANY IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

RDD WILL NOT BE LIABLE UNDER ANY CIRCUMSTANCES FOR ANY INDIRECT, PUNITIVE, INCIDENTAL, CONSEQUENTIAL OR SPECIAL DAMAGES, INCLUDING WITHOUT LIMITATION ANY LOST PROFITS, LABOR COSTS, MATERIAL COSTS, OR PENALTIES ARISING FROM THE SALE, USE OR INSTALLATION OF THE GOODS, FROM ANY BREACH OF CONTRACT OR WARRANTY (EXPRESSED OR IMPLIED) OR OTHERWISE BASED ON CONTRACT TERMS OF ANY NATURE, AND REGARDLESS OF ANY ADVICE OR REPRESENTATIONS THAT MAY HAVE BEEN RENDERED BY RDD CONCERNING THE SALE, USE OR INSTALLATION OF THE GOODS. IN ADDITION, IN NO EVENT SHALL RDD BE LIABLE IN CONNECTION WITH AN AMOUNT THAT EXCEEDS THE PAYMENTS RDD HAS RECEIVED FOR THE GOODS SOLD AND SERVICES PERFORMED FOR THE SUBJECT EQUIPMENT. RDD SHALL NOT BE SUBJECT TO BACK-CHARGES, OFF-SETS, OR CREDITS WITHOUT THE EXPRESS WRITTEN PERMISSION OF AN OFFICER OF RDD.

Revision 12/31/15B

12/12/2019

3:32:37PM

Remit to: PO Box 278, Jackson, WI 53037

7 a



VILLAGE OF RICHFIELD  
VILLAGE BOARD COMMUNICATION FORM

# 43  
7a

MEETING DATE: January 23, 2020

SUBJECT: Washington County – Petition for “Camping Cabin Campground” in Glacier Hills Park

DATE SUBMITTED: January 17, 2020

SUBMITTED BY: Jim Healy, Village Administrator

*POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO ALLOW THE EXPANDED USE OF GLACIER HILLS PARK FOR CAMPING? IF SO, HOW DOES IT DIRECT STAFF TO WORK WITH WASHINGTON COUNTY PLANNING AND PARKS DEPARTMENT TO ACCOMPLISH THE SAME?*

*ISSUE SUMMARY:*

In late December, Village Staff met Mr. Eric Hyde, Parks and Trail Manager for Washington County, at Glacier Hills Park to tour the described facilities in his December 26, 2019 correspondence attached herein for your convenience. At that time, he expressed the County’s desire to construct 4-5 cabins on their property which would be available to the general public to rent on online sites such as Vacation Rental By Owner (VRBO) or Air BnB. Additionally, other improvements as generally described in the aforementioned correspondence were also briefly discussed. Recognizing that these enumerated uses are not presently expressly permitted in the P-1, they have come to the Village requesting that we 1) outline the process to either obtain a permit for camping campground per Village Ordinance or 2) update the ordinance to make campgrounds a permitted use in public parks. They are also requesting comment from the Village Board on their future proposed plan for Glacier Hills Park.

To the credit of Washington County’s Planning and Parks Department, they have proactively reached out to their neighbors on Friess Lake through the Friess Lake Advancement Association (FLAA) Board of Directors. I have attached correspondences from each of their two (2) members for your consideration.

While I do not believe that permitting this type of use in the Village park system is desirable for several reasons, perhaps the Village would be better-suited to review and act on a proposed ordinance amendment specific to Glacier Hills Park that would be drafted by the County Attorney. If this were looked upon favorably, how this process would be permitted should also be discussed the night of the meeting. It is the recommendation of Staff that if you were of a mind to be supportive of this type of a petition, that it be permitted under the Village’s Site, Building and Plan of Operation process found in Sec. 70.133.

Tonight, Mr. Eric Hyde will be on-hand to make a brief presentation to the Village Board and answer any questions, comments, or concerns the Board may have.

*FISCAL IMPACT:*

REVIEWED BY:   
Village Deputy Treasurer

Initial Project Costs: Not applicable

Future Ongoing Costs: Not applicable

Physical Impact (on people/space): Further development of Washington County’s Glacier Hills Park

Residual or Support/Overhead/Fringe Costs: Not applicable



VILLAGE OF RICHFIELD  
VILLAGE BOARD COMMUNICATION FORM

# 7a

MEETING DATE: January 23, 2020

SUBJECT: Washington County – Petition for “Camping Cabin Campground” in Glacier Hills Park

DATE SUBMITTED: January 17, 2020

SUBMITTED BY: Jim Healy, Village Administrator

*ATTACHMENTS:*

1. Letter dated December 26, 2019 from Mr. Eric Hyde, Parks and Trails Manager for Washington County
2. Email dated January 14, 2020 from FLAA President Bonnie Johnson
3. Email dated January 8, 2020 from FLAA Secretary Sam Chase

*STAFF RECOMMENDATION:*

Motion to direct Staff to work with the County’s Parks and Planning Department on the review of a potential ordinance amendment to the P-1, Parks and Recreation District that is specific to Glacier Hills Park for the future review and consideration of the Village Board.

APPROVED FOR SUBMITTAL BY:

  
Village Staff Member  
  
Village Administrator

VILLAGE CLERK USE ONLY  
BOARD ACTION TAKEN

Resolution No. \_\_\_\_\_  
Ordinance No. \_\_\_\_\_  
Approved \_\_\_\_\_  
Other \_\_\_\_\_

Continued To: \_\_\_\_\_  
Referred To: \_\_\_\_\_  
Denied \_\_\_\_\_  
File No. \_\_\_\_\_





## Planning and Parks Department

*Jamie Ludovic, Central Services Director*  
*Debora Sielski, Deputy Planning and Parks Administrator*  
*Eric Hyde, Parks & Trails Manager*

Public Agency Center  
1 Street, Suite 2300  
P.O. Box 2003  
Madison, WI 53095-2003  
(262) 335-4445  
Fax: (262) 335-6868  
[www.co.washington.wi.us](http://www.co.washington.wi.us)  
[washington.wi.us/PPD](http://www.washington.wi.us/PPD)

Date: 12/26/19

To: Village of Richfield

From: Washington County Planning & Parks

RE: Request for camping cabin campground permit or ordinance update

In 2019 the Washington County Planning and Parks Department began operating a camping cabin campground at Glacier Hills County Park, 1664 Friess Lake Rd, Hubertus, WI 53033. The Park currently operates 4 historic cabins and a rental house that existed when the property was owned by St. Aemilian's and operated as an orphanage. The old mess hall that was renovated into a wedding and event space is rented out with the historic Little Flower Mission Chapel (built on Holy Hill in 1923) to private parties and occasional public entities for events. Washington County has partnered with businesses like Bilda's Friess Lake Pub to host beer garden and music events for the community as well as organizations like the Ice Age Trails Alliance which will be holding their annual Winter Rendezvous event this coming winter.

The County currently has permits from the County Health Department and State to operate the rental house and cabins as a campground as the cabins meet the camping cabin criteria (<400 sq ft). Each of the existing cabins consist of a single room with a combination of bunk beds and full sized beds (each sleeps 2-6 guests), kitchen table, and living rooms set. There is a well and seasonal restroom near the cabins as well as the existing restrooms under the hall along with two shower rooms. The Village of Richfield was consulted during the renovations of the hall and cabins. The Parks System is also currently in the planning phase of multiple projects including the addition of more cabins, a stage to create amphitheater at the bottom of the sledding hill, ADA lake front development project, new piers, and an observation tower. The stage would be used for private events and community events (i.e. weekly music series, outdoor classroom, educational programming, and other one off events and concerts). The observation tower is a long term proposed amenity pending funding.

The intent in 2020 is to add 4-5 cabins and potentially more in 2022 pending the financial success, popularity, and overall evaluation of the camping cabin operation (conflicts with other park users, neighbors, community, and Village). The proposed cabins will be significantly smaller (100 sq ft – 200 sq ft) and are a niche tourism market of generally younger individuals and families looking to immerse into nature but are generally not traditional tent or RV campers. In 2019 almost 100 groups of guests rented the four renovated cabins generating zero complaints from neighbors and lake residents. AirBnB requires guests to submit reviews and the majority of the guests enjoyed quiet time in nature, bonfires, hiking, and visiting the local attractions like Holy Hill and the fine dining establishments Richfield has to offer providing an economic boost to the area. The cabins also draw groups attending weddings and events at the hall. Pending continued success, there could be up to 20 cabins; 4 cabins would be installed





## Planning and Parks Department

*Jamie Ludovic, Central Services Director*

*Debora Sielski, Deputy Planning and Parks Administrator*

*Eric Hyde, Parks & Trails Manager*

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Madison, WI 53095-2003  
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Fax: (262) 335-6868  
[www.washington.wi.us](http://www.washington.wi.us)  
[www.washington.wi.us/PPD](http://www.washington.wi.us/PPD)

south of Cabin #9 near Wally and Bees set back 50' from the property line and lake. The remaining proposed cabins would be located by the historic cabin at the west end of the park (see attached map for existing and proposed cabins).

The Parks System met with FLAA in early December of 2019 to provide an update on the park uses and proposed developments and the organization stated they received zero complaints with regards to the cabins and that they noticed little changes. The FLAA stated their biggest concerns would be increased boat traffic. The proposed new piers would be installed to provide safer and easier access to the lake for swimming, fishing access, and 2-4 boat



slips (for cabins and house renters only) which would be rented separate from the rental house and cabins to limit the amount of boats allowed at any given time. Washington County will be giving a presentation to the entire FLAA at the spring annual meeting to address concerns and finalize the layouts based on comments if this use is approved by the Village. The ADA lake development project consist of replacing the existing path from the lakefront cabin parking lot to the lake with a safer ADA compliant path.

At this point in time, Washington County is requesting the Village outline the process to either obtain a permit for camping campground per Village Ordinance or update the ordinance to make campgrounds a permitted use in public parks. We are also requesting comments and input on the other future development projects. Our vision for Glacier Hills is to honor the history of the orphanage camp and manage this piece of scenic kettle moraine



natural area by creating a fiscally sustainable model that will allow us to maintain and operate this park for County residents in perpetuity. Increasing natural management efforts and improving trails is essential to the future of this park and requires a reliable funding source. Strategic development including placement of cabins to blend into the existing environment as



## Planning and Parks Department

*Jamie Ludovic, Central Services Director*

*Debora Sielski, Deputy Planning and Parks Administrator*

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nd, WI 53095-2003  
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[co.washington.wi.us](http://co.washington.wi.us)  
[washington.wi.us/PPD](http://washington.wi.us/PPD)

it did when over 20 cabins dotted the landscape here in the early and mid-1900's is desirable to locals and tourists as well as existing users compared to the aesthetics of traditional tent and RV campgrounds that have larger unappealing footprints. Maintaining the scenic beauty of Glacier Hills is one of the main considerations as we develop this park to be an even greater asset to this community. We believe the development described in this memo strongly embraces the spirit of the Village's Mission Statement and are requesting a response to this request by January 17, 2020.

Sincerely,

**ERIC HYDE**

**Parks & Trails Manager**

E: [eric.hyde@co.washington.wi.us](mailto:eric.hyde@co.washington.wi.us)

O: (262) 335-4802

C: (262) 483-1462

Public Agency Center  
333 E. Washington St., Ste. 2300  
West Bend, WI 53095-7986





## Planning and Parks Department

*Jamie Ludovic, Central Services Director*

*Debora Sielski, Deputy Planning and Parks Administrator*

*Eric Hyde, Parks & Trails Manager*

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1111 Street, Suite 2300  
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[www.co.washington.wi.us/PPD](http://www.co.washington.wi.us/PPD)

### Attachments:

Below: Rental website links additional details, photos, and reviews.

- [Glacier Hills Hall & Chapel](#)
- [Glacier Hills Rustic Cabins](#)
  - [Cabin 6](#)
  - [Cabin 7](#)
  - [Cabin 8](#)
  - [Cabin 9](#)
- [Glacier Hills Rental House](#)

Below: Lakefront Cabin Map (Blue Cabins = Proposed Cabins)



**DISCOVER. CONNECT. PROSPER.**





## Planning and Parks Department

*Jamie Ludovic, Central Services Director*

*Debora Sielski, Deputy Planning and Parks Administrator*

*Eric Hyde, Parks & Trails Manager*

Public Agency Center

111 North Street, Suite 2300

P.O. Box 2003

Washington, WI 53095-2003

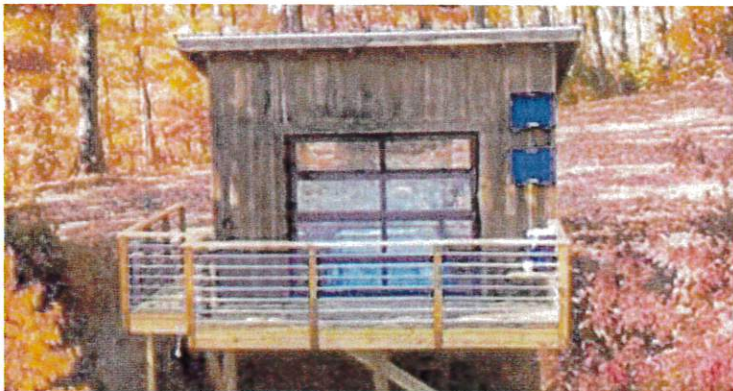
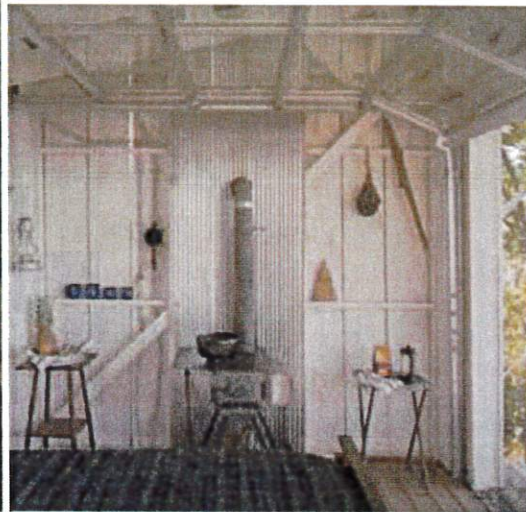
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Fax: (262) 335-6868

[www.co.washington.wi.us](http://www.co.washington.wi.us)

[www.co.washington.wi.us/PPD](http://www.co.washington.wi.us/PPD)

Below: Proposed Tiny Cabin Styles



**DISCOVER. CONNECT. PROSPER.**





## Planning and Parks Department

*Jamie Ludovic, Central Services Director*  
*Debora Sielski, Deputy Planning and Parks Administrator*  
*Eric Hyde, Parks & Trails Manager*

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[www.washington.wi.us/PPD](http://www.washington.wi.us/PPD)

Below: West Walk-in Cabin Sites



**DISCOVER. CONNECT. PROSPER.**





## Planning and Parks Department

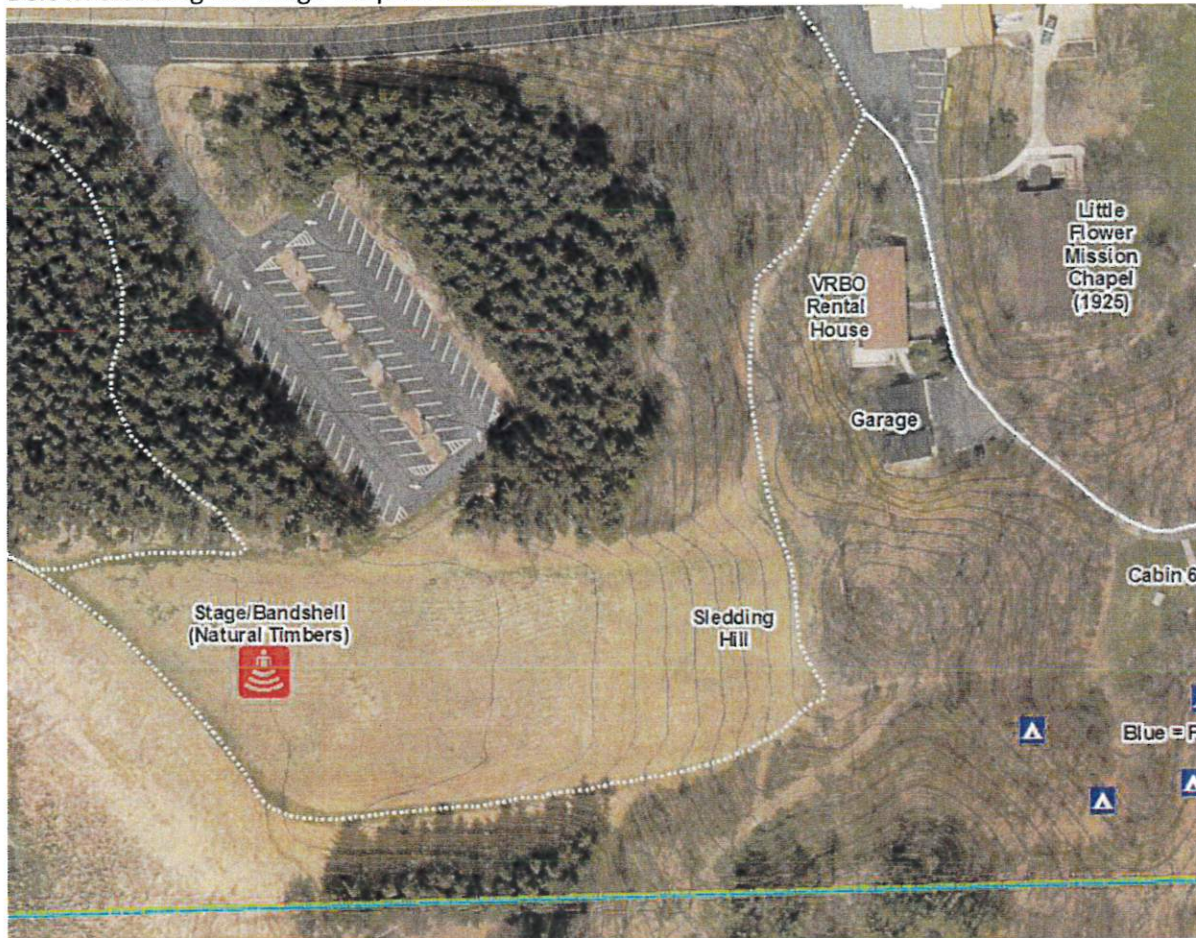
*Jamie Ludovic, Central Services Director*

*Debora Sielski, Deputy Planning and Parks Administrator*

*Eric Hyde, Parks & Trails Manager*

Public Agency Center  
1111 Street, Suite 2300  
P.O. Box 2003  
Fond du Lac, WI 53095-2003  
(262) 335-4445  
Fax: (262) 335-6868  
[www.co.washington.wi.us](http://www.co.washington.wi.us)  
[www.co.washington.wi.us/PPD](http://www.co.washington.wi.us/PPD)

Below: Sledding Hill Stage Amphitheater



## Jim Healy

---

**From:** smileybonnie@charter.net  
**Sent:** Tuesday, January 14, 2020 8:29 PM  
**To:** Jim Healy  
**Cc:** 'Eric.Hyde@co.washington.wi.us'; 'jamie.ludovic@co.washington.wi.us'  
**Subject:** Glacier Hills Camping

Hi Jim,

I am responding to your recent message sent to Sam Chase; a Friess Lake Advancement Association (FLAA) board member. As he mentioned, we were invited to a meeting with Jamie Ludovic and Eric Hyde last month to discuss and give input toward the latest park developmental plans. All three of us who attended agree that we have not witnessed any negative effects to date regarding the increase in campers or additional visitors to the park in general.

I commend the park system for taking the approach to improve the visitor experience and becoming more fiscally sustainable. As both a resident on Friess Lake and a Friess Lake board member I have a personal view that we are all stewards of this wonderful lake and it's surroundings. I am especially grateful that we are recognized as valuable neighbors to Glacier Hills, the Parks Dept. along with the Village of Richfield and I strive to work together to tackle issues and improve our lake as best we can, for many to enjoy. I appreciate being involved in any future planning in and around Friess Lake and look forward to working with you. Thank you.

Please feel free to contact me any time. Also, please note: Sam Chase and I are the only two current board members, so please remove all others from your email list of contacts. Thank you.

Sincerely,

Bonnie Johnson  
Friess Lake Advancement Assoc. President  
262-573-5165

262-573-5165

## Jim Healy

---

**From:** Sam Chase <sam@friesslakeyc.com>  
**Sent:** Wednesday, January 8, 2020 10:06 PM  
**To:** Jim Healy; Bonnie Johnson  
**Subject:** Re: Glacier Hills County Park: Tiny Cabin Campground Request

Jim - I am adding Bonnie in here as well. We went to a meeting with the county a few weeks back where they discussed this and some of their other plans for the park. I personally don't see any issues with this plan, as we haven't heard any complaints from our members regarding the existing rental cabins that the county has.

Bonnie - Please weigh in here as well.

Thanks!

Sam Chase

Sent from my iPhone

On Jan 8, 2020, at 1:29 PM, Jim Healy <administrator@richfieldwi.gov> wrote:

Sam,

Is this something the Friess Lake Advancement Association has voiced support for? I am just hoping to engage the stakeholders prior to the Village Board hearing about this petition. Any insight would be greatly appreciated.

Happy New Year and I hope to hear from you soon.

Sincerely,  
Jim H.

**From:** Eric Hyde <Eric.Hyde@co.washington.wi.us>  
**Sent:** Wednesday, January 08, 2020 1:08 PM  
**To:** Jim Healy <administrator@richfieldwi.gov>  
**Cc:** 'Sam Chase' <sam@friesslakeyc.com>  
**Subject:** RE: Glacier Hills County Park: Tiny Cabin Campground Request

Good afternoon Jim,

Please see the attached request with an update map. If you have any questions or need additional information please don't hesitate to ask.

Thanks!

[<image007.jpg>](#)

ERIC HYDE



**Parks & Trails Manager**

E: [eric.hyde@co.washington.wi.us](mailto:eric.hyde@co.washington.wi.us)

O: (262) 335-4802

C: (262) 483-1462

Public Agency Center  
333 E. Washington St., Ste. 2300  
West Bend, WI 53095-7986

<image009.png>

<image011.png>

<image012.png>

<image013.png>

**@WashcoWisco**

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---

**From:** Eric Hyde

**Sent:** Tuesday, January 7, 2020 6:06 PM

**To:** Jim Healy <[administrator@richfieldwi.gov](mailto:administrator@richfieldwi.gov)>

**Cc:** Sam Chase <[sam@friesslakeyc.com](mailto:sam@friesslakeyc.com)>

**Subject:** RE: Glacier Hills County Park: Tiny Cabin Campground Request

Jim,

Absolutely, looking forward to the opportunity to discuss this exciting opportunity with the Village later this month and provide updated plans to FLAA. I will be sending the request with the update map tomorrow morning. We made some changes to the locations after the site visit due with my Park Superintendent. Essentially the locations closest to the lake were too difficult to set premade cabins so we went with more convenient locations which for the most part are out of site from the lake. We did leave one potential site near the lake , but this would have to be a build-on-site unit due to the vegetation and topography.

Thanks and have a good evening.

<image014.jpg>

**ERIC HYDE**

**Parks & Trails Manager**

E: [eric.hyde@co.washington.wi.us](mailto:eric.hyde@co.washington.wi.us)

O: (262) 335-4802

C: (262) 483-1462

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333 E. Washington St., Ste. 2300  
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<image009.png>

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<image012.png>

<image013.png>

@WashcoWisco

DISCOVER. CONNECT. PROSPER.

**From:** Jim Healy [<mailto:administrator@richfieldwi.gov>]

**Sent:** Tuesday, January 7, 2020 3:54 PM

**To:** Eric Hyde <[Eric.Hyde@co.washington.wi.us](mailto:Eric.Hyde@co.washington.wi.us)>

**Cc:** Sam Chase <[sam@friesslakeyc.com](mailto:sam@friesslakeyc.com)>

**Subject:** RE: Glacier Hills County Park: Tiny Cabin Campground Request

Eric,

Thanks for the conversation today. I'll look forward to receiving the revised document and I will share it with the FLAA and ask them for feedback to give to my Village Board.

Be well,

Jim Healy

*Village Administrator*

*Planning and Zoning Administrator*

*(262)-628-2260*

*Village of Richfield*

*4128 Hubertus Road*

*Hubertus, WI 53033*

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[Follow us on Twitter, @RichfieldWis](#)

**“Far and away the best prize that life has to offer is the chance to work hard at work worth doing.” – President Theodore Roosevelt**

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**From:** Eric Hyde <[Eric.Hyde@co.washington.wi.us](mailto:Eric.Hyde@co.washington.wi.us)>

**Sent:** Thursday, December 26, 2019 10:19 AM

**To:** Jim Healy <[administrator@richfieldwi.gov](mailto:administrator@richfieldwi.gov)>

**Cc:** Jamie Ludovic <[Jamie.Ludovic@co.washington.wi.us](mailto:Jamie.Ludovic@co.washington.wi.us)>

**Subject:** Glacier Hills County Park: Tiny Cabin Campground Request

Good morning and a late Merry Christmas Jim!



Hope you had a great Christmas with your loved ones and hopefully so much need time off to relax. Attached is a request from the County to the Village to address the tiny/camping campground at Glacier Hills County Park. We are requesting a response by January 17<sup>th</sup>, 2020 to this email and attached memo. If you have any questions or concerns please let me know. I'm also available to give tours of Glacier Hills to any Village Staff and/or Officials at your request and look forward to working with you and the Village.

Thanks,

[<image015.jpg>](#)

**ERIC HYDE**

**Parks & Trails Manager**

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O: (262) 335-4802

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West Bend, WI 53095-7986

[<image009.png>](#)

[<image011.png>](#)

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[<image013.png>](#)

[@WashcoWisco](#)

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Hope you had a great Christmas with your loved ones and hopefully so much need time off to relax. Attached is a request from the County to the Village to address the tiny/camping campground at Glacier Hills County Park. We are requesting a response by January 17<sup>th</sup>, 2020 to this email and attached memo. If you have any questions or concerns please let me know. I'm also available to give tours of Glacier Hills to any Village Staff and/or Officials at your request and look forward to working with you and the Village.

Thanks,

<image015.jpg>

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**@WashcoWisco**

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VILLAGE OF RICHFIELD  
VILLAGE BOARD COMMUNICATION FORM

# 76

MEETING DATE: January 23, 2020

SUBJECT: Deer Carcass Removal Contract

DATE SUBMITTED: January 17, 2020

SUBMITTED BY: Jen Keller, Administrative Services Coordinator

*POLICY QUESTION: DOES THE VILLAGE BOARD WISH TO AUTHORIZE THE VILLAGE ADMINISTRATOR TO EXECUTE A CONTRACT FOR SERVICES WITH SHAWN KREMSREITER FOR THE REMOVAL OF DEAD DEER ON LOCAL ROADS?*

*ISSUE SUMMARY:*

In 2017, the State Legislature eliminated funding for car-killed deer pickup on non-county highways. Previously, this service was administered by Washington County. Since that time, the County has provided car-killed deer removal on County highways, only. As a part of the County bidding process, they did request that a "per deer price" be provided to give municipalities the option to enter an agreement with their contracted provider at the time, Mr. Wayne Wehrwein. The negotiated price was \$30.00/deer, a competitive rate which lead the majority of municipalities in Washington County, including the Village of Richfield, to contract with Mr. Wehrwein.

At the April 2017 Village Board meeting, Staff was directed to execute an agreement with Mr. Wehrwein for the purpose of removing deer carcasses from local roads. Unfortunately, the proposed agreement was not signed by Mr. Wehrwein and no services were ever rendered to the Village. The experience of the Village also holds true for surrounding communities that similarly approved contracts and never heard back from the contractor. Now, Staff is looking to re-discuss the issue with a proposal for services from Mr. Shawn Kremsreiter, owner of Shawn's Deer Pick-Up Service. Staff and Mr. Kremsreiter have negotiated a rate of \$63/deer and a two (2) year agreement. This agreement states the contractor will provide deer pick-up services on any Village road within 48 hours of notification. The Village has approximately 20 deer annually that are removed by the DPW employees. Using that average, it will likely cost the Village approximately \$1,260 in unbudgeted funds to enter this agreement. But ultimately, Staff has identified current car killed deer pick-up practices as a potential DNR concern and as a result this service is being proposed tonight.

In speaking with the Village's Department of Public Works Supervisor, it was undetermined what an estimated cost per deer would be if the Public Works team were to pick up and transport car-killed deer to a DNR licensed facility. The inability to calculate this cost is due to the absence of any facilities within a one (1) hour driving distance, meaning the time and labor to conduct the work would be beyond the capability of Village Public Works operations. After reaching out to nearby municipalities, it was also determined that surrounding communities either do not have current contracts with a deer pick-up service or have continued to press for services with Mr. Wehrwein. After reaching out to other communities in Wauskesha County, the Town of Lisbon Public Works Supervisor shared their positive experience with Mr. Kremsreiter and recommended contracting for services with the individual.

The Village has been provided with a boiler-plate agreement by the Village Attorney, which is modified to specifically apply to this proposed contracted service. If the Board is of a mind to approve the agreement, it is the recommendation of Staff that it be subject to the review and approval by the Village Attorney.



VILLAGE OF RICHFIELD  
VILLAGE BOARD COMMUNICATION FORM

# 76

MEETING DATE: January 23, 2020

SUBJECT: Deer Carcass Removal Contract

DATE SUBMITTED: January 17, 2020

SUBMITTED BY: Jen Keller, Administrative Services Coordinator

*FISCAL IMPACT:*

REVIEWED BY:

Village Deputy Treasurer

Initial Project Costs: \$63.00 per deer

Future Ongoing Costs: Variable

Physical Impact (on people/space): N/A

Residual or Support/Overhead/Fringe Costs: Administrative

*ATTACHMENTS:*

1. DRAFT Contract for Deer Removal in the Village of Richfield

*STAFF RECOMMENDATION:*

Motion to authorize the Village Administrator to execute an agreement with Mr. Shawn Kremsreiter for the removal of car-killed deer on local roads in the Village of Richfield at a rate not to exceed \$63.00 per deer, subject to the review and approval by the Village Attorney.

APPROVED FOR SUBMITTAL BY:

VILLAGE CLERK USE ONLY  
BOARD ACTION TAKEN

Village Staff Member

Resolution No. \_\_\_\_\_  
Ordinance No. \_\_\_\_\_  
Approved \_\_\_\_\_  
Other \_\_\_\_\_

Continued To: \_\_\_\_\_  
Referred To: \_\_\_\_\_  
Denied \_\_\_\_\_  
File No. \_\_\_\_\_

Village Administrator

## **TWO (2) YEAR AGREEMENT FOR CAR-KILLED DEER REMOVAL SERVICES**

THIS AGREEMENT is by and between Village of Richfield (hereinafter called OWNER) and Shawn's Deer Pick Up - Shawn Kremsreiter (hereinafter called CONTRACTOR).

OWNER and CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows:

### **ARTICLE 1. - WORK**

1.01 The service to be provided by the CONTRACTOR includes the pickup of car-killed deer within right-of-way (ROW) in the Village of Richfield and ultimately, their proper disposal at a licensed DNR Facility.

### **ARTICLE 2. PUBLIC WORKS**

2.01 The Project has been designed by the Village of Richfield, the project is being overseen by Public Works Supervisor Brett Thicke who is to act as OWNER's representative.

### **ARTICLE 3. – REMOVAL OF CAR-KILL DEER from ROW**

3.01 The removal of the car-killed deer will be completed within 48 hours of the issuance of a Notice to Proceed from the OWNER's representative or any Village of Richfield staff member.

### **ARTICLE 4. - CONTRACT PRICE**

4.01 OWNER shall pay CONTRACTOR for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of \$63.00 per dead deer picked up within the Village of Richfield. Upon request, the CONTRACTOR shall provide to the Village documentation that the car-killed deer were properly disposed of at a licensed DNR Facility.

### **ARTICLE 5. - PAYMENT PROCEDURES**

5.01 CONTRACTOR shall submit monthly invoices, if applicable, to the OWNER's representative for review. Compensation for work performed shall be provided monthly, following Village Board approval of Vouchers for Payment.

### **ARTICLE 6. - CONTRACTOR'S REPRESENTATIONS**

6.01 In order to induce OWNER to enter into this Agreement CONTRACTOR makes the following representations:

A. CONTRACTOR has become familiar with the municipal boundaries and is satisfied as to all federal, state, and local Laws and general, local, and boundary conditions that may affect cost, progress, and performance of the Work.

B. CONTRACTOR is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.

C. CONTRACTOR does not consider that any further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents.

## **ARTICLE 7. - CONTRACT DOCUMENTS**

### **7.01 Contents**

A. The Contract Documents consist of the following:

1. EXHIBIT A: CONTRACTORS bid form
2. EXHIBIT B: Proof of Insurance (to be submitted by CONTRACTOR).
3. EXHIBIT B: Street map of the Village of Richfield

B. There are no Contract Documents other than those listed above in this Article 7 and this document supersedes any previously discussed proposals or verbal agreements which may have occurred.

C. The Contract Documents may only be amended, modified, or supplemented by the express written agreement of the Village Board and CONTRACTOR.

## **ARTICLE 8. - MISCELLANEOUS**

### **8.01 Terms**

- A. The term of this agreement shall be two (2) calendar years, expiring on December 31, 2021.
- B. Any extension of the agreement beyond the date listed in 8.01(A) must be by action of the Village.

### **8.02 Successors and Assigns**

A. OWNER and CONTRACTOR each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract documents.

### **8.04 Indemnification and Insurance:**

A. In addition to, and not to the exclusion or prejudice of, any provisions of this agreement or documents incorporated herein by reference, the CONTRACTOR shall indemnify and save harmless and agrees to accept tender of defense and to defend and pay any and all

legal, accounting, consulting, engineering and other expenses relating to the defense of any claim asserted or imposed upon the OWNER, its officers, agents, employees and independent contractors growing out of this agreement by any party or parties. The CONTRACTOR shall also name as additional insureds on its general liability insurance the OWNER, its officers, agents, employees and any independent contractors hired by the OWNER to perform services as to the Work and give the OWNER evidence of the same upon request by the OWNER. This indemnification does not constitute a waiver of any of the provisions of Section 893.80 of the Wisconsin Statutes or other applicable limits on municipal liability.

B. At all times during the term of this agreement, CONTRACTOR shall keep in force and effect a Commercial and General Liability Insurance, and other insurance coverage, as specified in the Contract Documents. Such insurance shall be primary. Prior to commencement of the Work, the Company shall furnish OWNER with Proof of Insurance. The Proof of Insurance may be submitted to the Village Attorney for approval as to the form. The Proof of Insurance may also be submitted to the Village's Insurance Provider to ensure the adequacy of the amounts provided.

#### 8.05 Severability

A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon OWNER and CONTRACTOR, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

#### 8.06 Termination of Agreement

- A. The CONTRACTOR or OWNER may terminate this agreement for any reason at any time provided written notice is sent via First-Class mail to the below-listed address.
-



IN WITNESS WHEREOF, OWNER, and CONTRACTOR have signed two (2) copies of this Agreement. A copy of the original shall be on file in the Office of the Clerk.

This Agreement will be effective on date of OWNER's signature (which is the Effective Date of the Agreement).

OWNER:

Village of Richfield

\_\_\_\_\_  
John Jeffords, Village President

Date: \_\_\_\_\_

CONTRACTOR:

Shawn's Deer Pick Up

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_  
(CORPORATE SEAL)

ATTEST:

\_\_\_\_\_  
Jim Healy, Village Clerk

Address for giving notices:

Village of Richfield, 4128 Hubertus Road,  
Address  
Hubertus, WI

Address for giving notices:

Designated Representative:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

Designated Representative:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

## EXHIBITS A – C